



Job Description

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Job Title Maintenance Material Specialist (TADM)	Job Location Tanga	Category -
Job Type Full Time	Job level Intermediate	Industry Oil & Gas
Open to Expatriates Only Open to Tanzanian Nationals		

Minimum Requirements

Min Budget -	Max Budget -	Primary Industry Oil & Gas: 7 Years
Secondary Industry -	Primary Category -	Secondary Category -
Certificate -	Qualification -	

Summary

The Maintenance Material Specialist (TADM) supports the preparation and optimization of maintenance spare parts management for the Tilenga and Kingfisher projects. The role focuses on inventory review, material master data quality, stock optimization, and cross-matching of spare parts databases to improve consistency, availability, and operational readiness.

Responsibilities

Spare Parts Review and Optimization

- Review and validate spare parts recommendations from EPC Contractors, Vendors, and Maintenance Engineering teams.
- Analyze spare parts criticality, stocking strategy, inventory levels, and replenishment requirements.
- Identify duplicate, obsolete, missing, or inconsistent spare parts records.
- Support spare parts rationalization and standardization to optimize inventory costs while maintaining reliability targets.

Cross-Matching Activities

- Perform detailed cross-check and reconciliation between Tilenga and Kingfisher spare parts databases.
- Identify common equipment, equivalent spare parts, and opportunities for shared or standardized references.
- Verify material codes, Bills of Materials, manufacturers, vendor references, units of measure, and equipment tag links.
- Prepare a cross-matching matrix showing common items, project-specific items, inconsistencies, and recommended actions.

Material Data Management

- Review SAP / CMMS material master data for completeness, consistency, and quality.
- Support material master creation, correction, cleansing, and harmonization activities.
- Ensure traceability between equipment BOMs, spare parts lists, vendor documentation, and warehouse stock records.

Stock Management Support

- Assist in defining Min / Max stock levels, safety stock policies, and stock management classifications.

- Follow up on stock integration, reintegration, refurbishment, repairs, and material re-entry into inventory.
- Participate in warehouse stock reviews, inventory audits, and physical verification where required.

Reporting and Coordination

- Prepare weekly and monthly progress reports, dashboards, and action trackers.
- Coordinate with Maintenance, Supply Chain, Warehouse, Engineering, Reliability, and Operations Readiness teams.
- Escalate data gaps, procurement issues, obsolete references, and critical stock risks with clear recommendations.

Expected Deliverables

- Reviewed Tilenga spare parts database.
- Reviewed Kingfisher spare parts database.
- Cross-matching matrix identifying common, equivalent, duplicate, missing, and project-specific spare parts.
- Inventory optimization recommendations, including stock level and harmonization opportunities.
- Material master data quality improvement report.
- Weekly / monthly progress report and consolidated action tracker.

KPI

- % of spare parts reviewed
- Number of duplicates identified
- Number of harmonized references
- Optimization opportunities identified
- Timely reporting

Education & Qualifications

- Bachelor degree in Mechanical, Electrical, Industrial, Maintenance Engineering, Supply Chain, or equivalent.

Requirements

- Minimum 7 years in Oil and Gas, Energy, Mining, or industrial maintenance / materials management.

Characteristics

- Working knowledge of SAP MM / PM or equivalent CMMS, material master data, BOMs, and inventory systems.
- Maintenance philosophies, equipment criticality, spare parts strategy, stock classifications, and data reconciliation.
- Advanced Excel skills. Ability to analyze large databases, identify duplicates, and prepare clear reporting outputs.
- Professional English required. French is an advantage for coordination with project and affiliate teams.

Driving Licence

Not Required

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